



**MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON  
26<sup>TH</sup> JULY 2016 IN THE PARISH MEETING ROOM, GOUDHURST ROAD, MARDEN  
COMMENCING AT 7.30PM**

- Min No**
- 31/16 PRESENT:** Cllrs Adam, Boswell, Brown, Cowin, Newton, Robertson, Tippen and Turner. Cllr Harvey and the Clerk were also in attendance.
- 32/16 APOLOGIES:** There were no apologies.
- 33/16 DECLARATIONS OF INTEREST:** Cllr Boswell declared an interest in item 36/16(a)(ii) as a neighbour; Cllr Newton declared an interest in item 40/16(a) as a Trustee of the Hall Committee.
- GRANTING OF DISPENSATION:** There were no requests for dispensation.
- 34/16 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 28<sup>th</sup> June 2016 were agreed and signed as a true record.
- 35/16 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.
- 36/16 SUB-COMMITTEES REPORTS**
- (a) Open Space**
- (i) Playing Field**
- Play Inspection Reports: The inspection reports had been received from Maidstone Borough Council and Parish Council. A small crack had appeared on the seesaw which needs to be monitored.
- Changing Rooms: The Clerk to obtain costings for replacement of the damaged fascia board.
- Signage: Wording for additional signage is to be drafted ready for when new Byelaws have been adopted.
- Other issues:
- CCTV/ Wildlife Camera: PCSO Nicola Morris had forwarded details of the cameras that Police Wildlife Team use and Cllr Newton was looking into the costings and capabilities of these. The Clerk was to ask the Police what signage and legal obligations the Parish Council would have if these were installed.
- Litter: There was still a large amount of litter etc at the far end of the playing field. The Clerk had received an email from the Community Warden who was trying to get this removed.
- A mowing contractor had been arranged to mow the field on a weekly basis whilst the caretaker was off sick. Graham Carey had strimmed around the front of the changing room. Only urgent work would be undertaken until the caretaker returned.
- (ii) Southons Field**
- Cheque for Gatekeeper (to include payment for public conv. locking) – agreed and a cheque was signed.

Other issues:

A reply from one resident was still awaited regarding the resurfacing of the driveway.

The Clerk had spoken to a mower retailer but second hand mowers are not easily come by and the cost of a new one was high. It was therefore agreed for the Clerk to contact Rams Hill to clean and service the current mower and to advise on the condition before making a final decision.

Cllr Newton and the Clerk arranged to meet at Southons Field on Thursday to tidy out the pavilion and mower shed.

The litter bin had been ordered and the Clerk was asked to contact company regarding a delivery date.

**(iii) Other Open Space**

**Tree Inspection Reports:** No report had been received but the Clerk had met with a Tree Surgeon regarding Rookery Path trees on Friday 22<sup>nd</sup> July. The survey from the neighbouring property which had been received was more an advisory report for the Parish Council as we maintain the trees on a regular basis. However some work was needed on several of the trees and a quote of £870 had been received. The group of Alders near to the sports wall need to be felled due to decay in the trunks and a quote of £440 was received. The Clerk was asked to obtain two more quotes and then a decision would be made. A TPO application would need to be submitted for the Rookery Path trees.

**Tree in High Street:** Golden Hill Nursery is happy to donate a tree to replace the London Plane, which is not suitable, and replant in Southons Field. Kent Highways have provided costings for making a larger pit for the new tree which had now been received, but no actual amount was on the proforma – the Clerk will speak to Kent Highways regarding this. However, as the dying tree is in a Conservation Area Kent Highways have agreed to remove and replace with a Sorbus Sheerwater Seedling in the Autumn. Thanks were expressed to Golden Hill for their donation.

Other issues:

**The Cockpit Play Area:** No further information received but a meeting has been arranged for 27<sup>th</sup> July with Helen Grant and MBC representatives. Cllrs Boswell and Tippen would attend with the views of the Parish Council. These being that the Parish Council does not want to see this removed mainly due to the high density of families living around this area and using the facility.

An offer of a Tree Walk and assessment had been received from the Hadlow Tree and Pond Warden. Cllr Boswell was very keen to take up this offer and would contact the relevant person to arrange a convenient date.

**(b) Cemetery**

Other issues:

Workshop attended by Cllrs Brown and Newton together with the Clerk held on 13<sup>th</sup> July. Several items had come out of this workshop including:

Changes to be considered to the Rules and Regulations; Exclusive Right of Burial and Attendance at burials. These were discussed with the Rules and Regulations together with the Exclusive Right of Burial decisions being deferred to a future meeting. However the attendance of a representative of the Council being attendance at burials to confirm that the name plate on the coffin agrees with that on the "green form" was agreed. The Clerk would contact KALC to ascertain whether this has to be an Officer of the Council or if a Councillor could attend. The Clerk was also asked to purchase an embossing seal for the Exclusive Right of Burial Certificates.

Marden in Bloom – "S&SE in Bloom Cemetery category". The Judges from the South and South East in Bloom competition had been taken to the cemetery and congratulated Marden on the well-kept area. They advised Marden in Bloom that the cemetery should be entered into the "Cemetery Category" next year. These comments were passed back to the Cemetery Caretaker.

37/16 **PUBLIC TOILETS**

- (a) Anti-social behaviour: No reports of anti-social behaviour had been reported.
- (b) Cleaning: A blocked toilet had been reported and a plumber had been contacted to rectify the problem.
- (c) Other issues: There is a problem with the cisterniser in the gent's urinal. A plumber has been contacted and is due to ascertain what the situation is.

38/16 **CORRESPONDENCE** No other correspondence has been received.

39/16 **ACTION GROUP REPORTS**

- (a) **Stilebridge:** Update No further information available regarding the transfer of the site to KCC.
- (b) **Play Scheme:** The Play Scheme had started successfully and Cllrs Cowin and Tippen together with the Clerk and Assistant Clerk were thanked for helping set up on Sunday and to the Clerk for all the work put in prior to the scheme.

40/16 **OUTSIDE BODIES REPORTS**

**Memorial Hall:** The next Trustees meeting was to be held in September. Cllr Turner is to draft the letter raising concerns over risk assessments and health and safety officer. The Clerk was to send a list of organisations and trustees to Cllr Turner for his information.  
**Youth:** Nothing to report.

41/16 **OUTSTANDING ISSUES**

- (a) The Chairman went through a few issues on the outstanding action list.

42/16 **FURTHER ISSUES FOR DECISION**

No issues were raised for decision

43/16 **FURTHER ISSUES FOR DISCUSSION/INFORMATION**

- (a) MBC – Street Cleansing Asset Management Plan – Review of Litter and Dog Waste Bins – Cllrs noted the content.
- (b) Parish Fingerposts and road traffic signs – An audit had been undertaken and this had been circulated to Cllrs. It was agreed to send this to Kent Highways. There had been an article in the latest edition of the Kent Messenger regarding a local parish council having a new wooden fingerpost sign made. The Clerk was asked to contact them together with the manufacturer for information and costs regarding the sign at Beech crossroads.
- (c) Marden PTA had contact the Parish Office to ask whether Councillors would consider a "Santa Run" being organised on the morning of Marden at Christmas. Cllrs did not have an issue with this as long as the PTA undertook the organising and liaison with Kent Highways regarding any road closures etc.

44/16 **INVOICES/CHEQUES TO BE SIGNED:**

Chq No. 5465 – Cash - £93.34: Petrol, Office Cleaning, Travel and Postage  
 Chq No. 5466 – Cash - £200.00: Play Scheme petty cash for train tickets  
 Chq No. 5467 – Southern Water - £333.96: Water bill for Public Conveniences  
 Chq No. 5468 – 1<sup>st</sup> Choice Inflatables - £334.80: Inflatable Assault Course for Play Scheme

There being no further business the meeting closed at 21:20pm

Signed:..... Date: 23<sup>rd</sup> August 2016  
 Chairman, Marden Parish Council Amenities Committee

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